

**THE NAVAJO NATION**  
**Department of Personnel Management**  
**JOB VACANCY ANNOUNCEMENT**

Requisition No: DNR0587355  
POSITION NO: 240177  
CLASS CODE: 3271

Date Posted: 12/31/12  
Closing Date: 02/08/13

POSITION TITLE: PARKS MAINTENANCE WORKER  
DEPARTMENT NAME: Navajo Parks and Recreation Department (Little Colorado River Tribal Park)  
DEPARTMENT NO: 58 WORKSITE LOCATION: Cameron, Arizona

WORKS DAYS/HOURS: POSITION TYPE: GRADE: R57A  
Days: Varies Permanent: ☒  
Hours: Varies Temporary: ☐ Duration: \_\_\_\_\_ \$ 20,862.40 Per Annum  
**Note: Required to work regular and irregular hours.** Part-Time: ☐ No. of Hrs/Wk: 40 \$ 10.03 Per Hour

**DUTIES AND RESPONSIBILITIES:**

Under general supervision, performs semi-skilled work of routine difficulty in the maintenance of parks, buildings, camp/picnic grounds, signs and recreational facilities; performs related work as assigned. Constructs, installs, and repairs benches, tables, shelters, fences, signs, trails, comfort stations and related facilities and equipment at viewpoints, campgrounds, picnic areas, rest areas, parks and other recreation areas; uses power and hand tools and other related equipment; maintains supplies, materials, equipment, and facilities; erects and installs signs at park and recreation areas. Picks up and deposits refuse, discards building materials and other items; provides janitorial and related services to public facilities, building offices and ground; responds to inquiries from the public, assists clerks and other staff.

**QUALIFICATION REQUIREMENTS:**

**Education and Training:**

A High School Diploma or GED; and

**Experience:**

Two (2) years experience in construction, maintenance, park and facility maintenance; or an equivalent combination of education, training, and experience which provides the capabilities to perform the described duties.

**Special Knowledge, Skills and Abilities:**

Knowledge of tools and materials used in construction trade; knowledge of operating and maintaining hand and power tools; ability to read and interpret assignments for specific projects; and ability to understand and follow verbal and written instructions. Knowledge of utilizing office equipment-calculator, typewriter, some personal computer fax machine and telephones. Knowledge of building and construction trades and the use of hand and power tools; Skill in communicating effectively.

Work requires extensive lifting, bending, carrying, loading, unloading and transporting equipment and supplies weighing up to 100 lbs., must be able to work extended periods of time in an outdoor environment.

**License/Certification Requirements:**

Must possess a Valid State Drivers License and obtain a NN Operators Permit within 90 days of employment.

**PREFERRED:** Commercial Driver's License

**VETERANS PREFERENCE APPLIES**

**THE NAVAJO NATION GIVES PREFERENCE TO ELIGIBLE AND QUALIFIED APPLICANTS IN ACCORDANCE WITH THE NAVAJO PREFERENCE IN EMPLOYMENT ACT.**

*Revised: 1/15/99*